

# 50-Hour Career Counselling Diploma Program

Dates: 4th October 2025 – 21st March 2026

Every Saturday  $\mid$  4:00 - 6:00 PM IST (2 Hours)

Mode: Live Online (Recordings, PDFs, Worksheets included)

# Program Purpose

This program prepares learners to become career-ready counsellors & assistants, combining psychological frameworks, psychometric tools, employability skills, and supervised practice. Graduates will be able to work in schools, colleges, HR/recruitment, edtech, or private practice, and will be fully equipped to guide clients at every stage of their career journey.

# Date-Wise Schedule (25 Sessions × 2 Hours = 50 Hours)

#### October 2025

**04 Oct – Session 1:** Foundations of Career Counselling

- History, scope & ethics of career guidance
- Roles: Career Counsellor vs. Career Coach vs. HR

Activity: Self-reflection worksheet

• Holland's RIASEC, Super's Life-Span, Krumboltz, Gottfredson

Activity: Map your own career story with a theory

**18 Oct – Session 3:** Psychometric Assessments I

Aptitude, interest, personality tests – overview & use

Activity: Practice administering a test

25 Oct – Session 4: Psychometric Assessments II

- Report interpretation & giving client feedback
- Ethics in test use

Activity: Role-play: delivering psychometric feedback

## December 2025

**06 Dec – Session 10:** Working with College Students

- Internships, PG choices, placements, early career prep
- Activity: Roadmap for a final-year student

13 Dec – Session 11: Career Change & Midlife Clients

 $\cdot \ \text{Handling transitions, burnout, crisis cases} \\$ 

Activity: Role-play: mid-career professional **20 Dec – Session 12:** Women & Diverse Populations

• Women re-entering workforce, LGBTQ+, PwD clients

Activity: Inclusive counselling case

Resume types, LinkedIn profiles, digital portfolios

Activity: Resume editing clinic

# February 2026 —

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**07 Feb – Session 19:** Career Counsellor as Entrepreneur

Setting up private practice, fees, marketing

Activity: Draft a business plan

14 Feb – Session 20: Collaborating with Institutions

Working with schools, colleges, corporates
 Activity: Proposal for a school career cell

**21 Feb – Session 21:** Shadow Counselling I

Supervised observation of a live/recorded session

Activity: Reflection journal

**28 Feb – Session 22:** Shadow Counselling II

 $\cdot$  Observation of session #2 + ethical dilemmas

Activity: Peer discussion + case reporting

### November 2025

**01 Nov Session 5:** Educational Pathways (India & Abroad)

- Indian boards, UG/PG options, vocational & alternative routes
- Essentials of study abroad counselling

Activity: Pathway mapping exercise

08 Nov – Session 6: Global Career Trends

• AI, sustainability, freelancing, healthcare, gig economy

Activity: Research & present emerging careers

**15 Nov – Session 7:** Counselling Process & Techniques

• Intake interviews, case history, goal setting (SMART/GROW)

Activity: Mock intake session

**22 Nov – Session 8:** Cognitive & Narrative Approaches

• CBT for career blocks, narrative therapy in career planning

Activity: Write a career timeline story

29 Nov – Session 9: Working with School Students

• Stream selection, interest mapping, early career awareness

Activity: Case study: Class 10 student

# 4 — January 2026

**03 Jan – Session 14:** SOPs, LORs & Applications

· SOP writing, essays, guiding recommendation letters

Activity: Draft an SOP

**10 Jan – Session 15:** Interview Skills & Personal Branding

- Interview prep, networking, professional image
- Activity: Mock interviews

**17 Jan – Session 16:** Industry Deep Dive I

• BFSI, IT, Data & Tech careers

Activity: Guest speaker + case analysis

**24 Jan – Session 17:** Industry Deep Dive II

Psychology, HR, Counselling, Healthcare, Wellness

Activity: Panel Q&A

**31 Jan – Session 18:** Industry Deep Dive III

· Creative, Fashion, Media, Arts + Government careers

Activity: Research project

# 6 — March 2026

**07 Mar – Session 23:** Supervised Practice

- Student-led mock career counselling sessions
- Activity: Peer & supervisor feedback

**14 Mar – Session 24:** Portfolio & Case Report Compilation

• Professional portfolio + structured case reports

Activity: Portfolio workshop

**21 Mar – Session 25:** Final Viva & Certification

- Panel viva + evaluation
- Award ceremony + feedback

# Skills You Will Master



### **Psychometric Testing & Report Writing**

Learn to administer, interpret and create professional reports from various career assessment tools.



### **Interview Coaching & Career Branding**

Help clients prepare for interviews and develop their unique professional brand.



### Working with Diverse Clients

Women, LGBTQ+, PwD: Learn inclusive counseling techniques for various populations.



## Entrepreneurship as a Career Counsellor

Learn to establish and grow your own career counseling practice.



### Resume, SOP, LinkedIn & Portfolio Building

Master the art of creating compelling professional documents and digital presence for clients.



## Counselling Across Ages

School → College → Career Change: Develop specialized approaches for different life stages.



### **Industry Mapping & Career Trends Analysis**

Stay ahead with knowledge of emerging fields and changing career landscapes.



### Shadow Counselling & Supervised Case Practice

Gain real-world experience under expert guidance to build confidence.

# Perks & Outcomes



## Diploma Certificate (50 Hours)

Formal recognition of your comprehensive training in career counseling.

## Supervision Certificate (5 Hours)

Documentation of your supervised practice experience, adding credibility to your profile.

#### Career Toolkit

Complete set of resumes, psychometric forms, and scripts ready for professional use.

## 3-Month Access to Recordings

Review and reinforce your learning with extended access to all session recordings.

# ★ Letter of Recommendation (Top 5 students)

Exclusive LORs for outstanding performers to boost their professional credibility.

## Portfolio + Case Report for Resume

Ready-to-use professional materials to showcase your expertise to potential employers or clients.

# Extensive Use of the 50-Hour Career Counselling Diploma Program

The 50-Hour Career Counselling Diploma is not just another certification course — it's a career accelerator that turns students into skilled career counsellors, employability experts, and professional guides. This program has multiple layers of use and application, making it relevant for diverse learners and institutions.

# 1 Direct Professional Application

After completing this program, graduates can:

- Work as Career Counsellors in schools, colleges, and universities.
- V Join HR/Recruitment Firms as career coaches, candidate evaluators, or placement officers.
- Set up a Private Practice offering 1:1 career guidance, psychometric testing, and counselling.
- Freelance as Career
   Consultants for edtech platforms, study abroad consultancies, and coaching centers.
- Specialize in Career Change Counselling for professionals stuck in mid-career crises.

# 2 Skill Enhancement for Psychology & HR Students

- Psychology students get practical, income-ready tools (psychometric testing, intake sessions, mock counselling).
- HR students gain an edge by learning career guidance & counselling, making them stronger candidates for HRBP, Learning & Development, or Training roles.
- Adds 50+ hours of professional practice + shadow counselling to their CV, making them jobmarket ready.

# 3 Value for Schools & Colleges

This diploma trains graduates to:

- Start Career Cells in schools (helping 8th–12th grade students with subject/career selection).
- Set up College Placement Counselling Support (guiding final-year students with resumes, SOPs, job prep).
- Conduct Workshops & Group
   Career Assessments for students
   across different streams.
- Offer Parent Counselling sessions (navigating board exams, subject choices, study abroad).

# More Program Benefits







# Entrepreneurship & Income Opportunities

This program gives tools to:

- Launch an Independent Career Guidance Practice (charge per session or per test).
- Sell Career Packages
   (Psychometric test + Report + Counselling + Roadmap).
- Partner with schools, NGOs, corporates for bulk counselling contracts.
- Offer Resume Clinics, SOP Drafting & Interview Prep services to individuals.
- Monetize via LinkedIn career branding workshops and portfolio-building services.

#### **Income Potential:**

- ₹500–1,500 per 1-hour student session.
- ₹2,000-₹5,000 per psychometric
  + counselling package.
- ₹15,000–₹50,000 per institutional tie-up.

# Personal Growth & Career Clarity

Even for learners who don't want to become full-time counsellors, the diploma gives:

- Deep understanding of selfassessment & psychometrics (helps in personal career decisions).
- Confidence in resume building, interview prep, and personal branding.
- Insights into global career trends (AI, green jobs, freelancing, entrepreneurship).
- The ability to plan their own career trajectory strategically instead of randomly.

# International Relevance & Mobility

- Theories (Holland, Super, Krumboltz) are globally recognized.
- Training includes study abroad counselling essentials (SOPs, LORs, international career mapping).
- Prepares graduates to work with international students & clients online, opening income streams beyond India.

# Professional Recognition & Deliverables

- Diploma Certificate (50 Hours)
- Supervision Certificate (shadow counselling exposure)
- Career Toolkit (templates for resumes, psychometrics, case reports, intake forms)
- Portfolio & Case Report (proof of practice for CV/LinkedIn)

This means learners walk away not just with knowledge, but with a ready-made practice kit + portfolio they can immediately use in interviews, job hunts, or independent practice.

# 8 Societal & Community Impact

- Addresses India's career confusion crisis (where millions of students pick wrong streams).
- Provides affordable, trained counsellors to Tier-2/Tier-3 cities.
- Empowers women, homemakers, and professionals to reenter the workforce as independent career advisors.
- Helps companies create structured career paths for employees, reducing attrition.

# In Summary: Why This Program is a Game-Changer

The 50-Hour Career Counselling Diploma is:

- A CV booster for psychology & HR students.
- A career-launch platform for aspiring counsellors.
- An income-generating practice toolkit for entrepreneurs.
- A community-impact skillset for schools, colleges, and NGOs.

It doesn't just teach theory — it creates employable, confident, and career-ready professionals who can transform lives while building their own.

# Your Career Path After Certification

# Step One: Build Your Foundation (Training + Certification)

- The diploma gives you career theories, psychometric testing, counselling techniques, resume clinics, interview coaching, and supervised practice.
- Collect your certificates, LOR (if you're in top 5), supervised case reports, and portfolio these become your career toolkit.
- Position yourself as someone who is not just trained, but also practice-ready.

**Tip:** Put "Career Counsellor (50 Hours, Supervised Practice)" on your LinkedIn headline & CV immediately.

# Step Two: Choose Your Pathway

Career counselling is flexible — you can enter it from different doors depending on your strengths and goals:

- School/College Pathway → Work in schools, junior colleges, or universities.
- HR & Recruitment Pathway → Work in HR roles, placement agencies, or L&D.
- Independent Practice Pathway → Start your own practice (freelancing or private office).
- Study Abroad Pathway → Partner with consultancies to help students with SOPs, LORs, applications.
- EdTech Pathway → Join online career platforms as a counsellor or content expert.
- Career Change Coaching Pathway → Specialize in professionals looking for mid-career shifts.

**Tip:** Start broad, then niche down. Example: "I work with students + job seekers → then later specialize in study abroad or mid-career change."

# **Building Your Career Counseling Practice**

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# Step Three: Start Small, Build Experience

Ways to get early experience (even before going fulltime):

- Offer free trial sessions to 3–5 students, collect feedback + testimonials.
- Volunteer with NGOs or schools that need basic career counselling.
- Shadow senior counsellors (the diploma already gives you shadow hours, extend this further).
- Offer resume clinics & LinkedIn makeovers to peers or juniors (easy entry point, immediate results).

**Tip:** Even one case study with impact (e.g., helping a confused 12th grader choose their stream) is powerful to build trust and credibility.

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# Step Four: Create Your Toolkit (Practice-Ready Materials)

Before approaching clients/institutions, prepare these:

- Intake Form (collect client's background & needs).
- Psychometric Assessments (use RIASEC, MBTI, Big Five — many free/paid tools available).
- Report Templates (so your assessments look professional).
- Portfolio (with case samples, resume templates, interview scripts).
- Digital Presence (LinkedIn page, Instagram page, Canva posters, testimonials).

**Tip:** The diploma already gives you most templates — personalize them with your name/logo for branding.

### Career Counselor Or toolkit

Organiizing Professional Toolkit



"The diploma already gives you most templates — personalize them with your name/logo for branding."

Creating a professional toolkit is essential for establishing credibility with clients and institutions. The program provides you with ready-to-use materials that you can customize to reflect your personal brand and counseling approach.

# Growing Your Career Counseling Business

# 5 Step Five: Start Earning (First Income Streams)

## Entry-level earning options:

- ₹500-₹1,500 per counselling session (students/parents).
- ₹2,000-₹5,000 per package (psychometric test + counselling + roadmap).
- ₹5,000-₹15,000 per workshop (resume/interview/career trends for colleges).
- ₹15,000-₹50,000 per institutional tie-up (contract with a school/college for bulk sessions).
- ₹50,000-₹1,00,000+ per month (once established with steady clients).

**Tip:** Start with "Career Starter Packages" (₹1,999 = test + report + 1-hour counselling). Easy for students to buy, easy for you to scale.

# Step Seven: Scale & Specialize

#### As you grow:

- Specialize in one niche → e.g., study abroad counselling, tech careers, psychology careers, women re-entering workforce.
- Scale by:
  - Creating your own online counselling practice/website.
  - Hiring junior counsellors.
  - Launching your own internship/diploma programs.
  - Writing books/e-guides on career planning.

**Tip:** Long-term, counsellors earn more when they own a niche + own a platform.

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# 6 Step Six: Build Visibility & Authority

Once you're practising, you need visibility:

- Post career tips on LinkedIn/Instagram (short reels: "Top 5 Mistakes in Resume,"
   "3 Career Trends in 2026").
- Write case studies of your counselling experiences (anonymous client stories).
- Run webinars/workshops ("How to Choose the Right Stream After Class 10").
- Collaborate with coaching centers, tuition classes, NGOs, HR firms.

**Tip:** People trust counsellors who are visible and give free value. Start posting small tips → convert followers to clients.

# 8 Step Eight: Continuous Learning & Networking

- Attend career summits, HR conferences, education expos.
- Keep upgrading with certifications in psychometrics, study abroad, coaching.
- Build networks with schools, corporates, NGOs, HR firms.
- Join professional bodies like NCDA (USA), APCDA (Asia), ICA (India).

**Tip:** Your network = your client pipeline. The more principals, HR heads, and edtech founders know you, the faster you grow.

# Quick Career Launch Timeline

01

Month 1–2

Diploma → Build toolkit → Update CV/LinkedIn → Start free trials.

04

Month 5–6

03

Secure 2–3 steady clients/institutions → Start ₹30,000– ₹50,000 income stream.

### Month 7–12

Month 3-4

Specialize, collaborate, and expand to ₹1,00,000+ monthly income.

Launch paid packages → Approach schools/colleges → Post

# Why This Diploma Makes It Easy

Unlike general psychology or HR degrees, this program gives you:





## Shadow counselling hours

Real practice with supervision



#### Career toolkit

Ready-made forms/templates



## Supervision + feedback

Expert guidance on your practice



# Portfolio for job interviews

Showcase your skills immediately



## CV-ready certificate & LOR

Credentials that open doors